

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: AUGUST 27, 2010

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS	SOKOL	REPRESENTING WESTMOUNT HEALTH FACILITY:
	THOMAS	BETSY HENKEL, COMPTROLLER
	CHAMPAGNE	PATRICIA MURPHY, INTERIM DIRECTOR OF NURSING
	TAYLOR	REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
	LOEB	PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
	MCDEVITT	SHARON SCHALDONE, ASSISTANT DIRECTOR OF HOME CARE DIVISION
		GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
		TAWN DRISCOLL, FISCAL MANAGER
COMMITTEE MEMBER ABSENT:		
VACANT - TOWN OF THURMAN		FREDERICK MONROE, CHAIRMAN
		PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR
		JOAN SADY, CLERK OF THE BOARD
		SUPERVISOR MCCOY
		DON LEHMAN, <i>THE POST STAR</i>
		CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:32 a.m.

Motion was made by Mr. Thomas, seconded by Mr. Taylor and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Betsy Henkel, Comptroller for Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Henkel requested to amend the existing contract with Hudson Headwaters Health Network (HHHN) to include Medical Directorship for a term commencing October 1, 2010 through December 31, 2010 at a rate of \$500 per month. She noted the current Medical Director was Dr. S. Richard Spitzer who was reducing his responsibilities in anticipation of his pending retirement.

Motion was made by Mr. Taylor, seconded by Mr. Champagne and carried unanimously to amend the existing contract with HHHN as outlined. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 17, 2010 Board meeting.*

Ms. Henkel requested to rescind Resolution No. 833 of 2008 which authorized a contract with Dr. S. Richard Spitzer as Medical Director for Westmount Health Facility. She noted there was a separate contract with Dr. Spitzer to provide part-time physician services which would continue.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to rescind Resolution No. 833 of 2008 which authorized a contract with Dr. S. Richard Spitzer as

Medical Director for Westmount Health Facility. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 17, 2010 Board meeting.*

Ms. Henkel requested to reclassify a Nursing Supervisor position, base salary of \$52,407, Employee No. 10656, to an Inservice/Staffing Coordinator position, with the base salary remaining the same. She explained the reclassification had been approved last year during the budget process; however, she continued, no resolution had been authorized and the Human Resources Department required a resolution along with the Report of Personnel Change Form (426).

Motion was made by Mr. Champagne, seconded by Mr. Thomas and carried unanimously to approve the request to reclassify the position as outlined and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Henkel requested a transfer of funds between various codes totaling \$11,345 to cover the cost of overtime, the purchase of waste baskets/trash cans and advertising for vacant positions.

Following a brief discussion, motion was made by Mr. Champagne, seconded by Mr. Taylor and carried unanimously to approve the request for transfer of funds as outlined and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Patricia Murphy, Interim Director of Nursing, reviewed the current staffing levels at the Facility, a report of which is included in the agenda packet. She noted the floating CNA position which had recently been created was currently filling in for the CNA on medical leave on the 11:00 p.m. to 7:00 a.m. shift.

Ms. Murphy pointed out that a report on overtime usage was included in the agenda packet. Mr. McDevitt questioned the 31.58% increase in overtime usage as compared to 2009 and asked if the amount budgeted for 2010 would be sufficient. Ms. Henkel responded that in order to cover the salary of per diem employees, current employees who worked overtime in order to cover vacant shifts, vacation use or for employees out on leave, it was necessary to transfer funds from either part-time salaries or overtime salaries. She added there were currently less part-time employees which accounted for the 13.53% change and more full-time employees working overtime which accounted for the 31.58% change. Ms. Murphy noted that the Facility had fixed hours and 80 residents to care for. She added that administering medication alone took one RN (Registered Nurse) 8 hours to complete. Mr. Champagne inquired as to the possibility of flexible shifts and Ms. Murphy responded that flexible shifts would benefit the Facility and the employees were in favor of flexible shifts; however, she continued, this was not currently allowed under the Union contract. Paul Dusek, County Attorney/Administrator, stated discussions on the possibility of implementing flexible shifts could take place during Union negotiations.

Mr. Sokol apprised a resolution was necessary to authorize settlement of Civil Penalties for an amount not to exceed \$8,000 to the New York State Department of Health relating to the May 14, 2010 violation pertaining to elopement. Mr. Champagne said he thought the Committee had previously authorized the payment of Civil Penalties and Ms. Henkel replied the previous

settlement had been to the Federal government.

Motion was made by Mr. Loeb, seconded by Mr. Champagne and carried unanimously to authorize settlement of Civil Penalties for an amount not to exceed \$8,000 to the New York State Department of Health relating to the May 14, 2010 violation pertaining to elopement. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 17, 2010 Board meeting.*

Ms. Henkel requested approval to fill the vacant position of Health Facility Clerk, base salary of \$27,023, Employee No. 11693, due to resignation. She noted the position was full time from 8:00 a.m. to 4:00 p.m. and was responsible for assisting professional staff members by performing clerical work, entering information into a database, retrieving information and producing printed materials, such as forms or reports.

Motion was made by Mr. Loeb, seconded by Mr. McDevitt and carried unanimously to approve the request to fill the vacant position as outlined and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Auer presented a request for a CHN (Community Health Nurse) to enroll in a job related course, entitled "Introduction to Information and Technology Literacy" at SUNY (State University of New York) Plattsburgh. She noted the employee was pursuing her Bachelor's Degree in Nursing and the total cost of the course was \$207 with no additional cost for text books.

Motion was made by Mr. Taylor, seconded by Mr. Loeb and carried unanimously to approve the request to enroll in the job related course as outlined and to forward same to the Personnel Committee. *A copy of the Application for Approval to Enroll in Job-Related Courses by Employee is on file with the minutes.*

Ms. Auer presented a request for a PHN (Public Health Nurse) to enroll in three job related courses at the School of Public Health at SUNY Albany in pursuit of a Master's Degree in Public Health. She noted the employee had a full scholarship and was requesting 50% reimbursement for associated fees and books totaling \$346.07. Ms. Auer listed the three courses, as follows: Biological Basis of Public Health; Health Information Technology; and First Year Masters in Public Health Seminar.

Motion was made by Mr. Loeb, seconded by Mr. Thomas and carried unanimously to approve the request to enroll in three job related courses as outlined and to forward same to the Personnel Committee. *Copies of the Applications for Approval to Enroll in Job-Related Courses by Employee are on file with the minutes.*

Ms. Auer reported that the cost of the flu vaccine had increased from \$83.00 to \$95.00 for a 10 dose vial. For the past few years, she continued, the County had charged \$25.00 for individuals who did not have Medicare coverage and \$20.00 for County employees. She advised

the vaccine would be readily available this year at pharmacies, supermarkets, health centers and private physicians' offices. Since the County had already purchased the vaccine and wanted to ensure it was utilized, Ms. Auer recommended there be no increase in the price of administering the vaccine. She reported that although other locations were charging a fee of \$25.00 to \$29.00 per dose, she felt the County could keep the price the same and still be able to cover all of the associated costs. Following a brief discussion, it was the consensus of the Committee that the fee for the flu vaccine remain at \$25 per dose for the public and \$20 per dose for employees.

Ms. Auer requested authorization for nine members of the WIC (Women, Infants and Children) Program staff to attend the Annual WIC Conference at The Sagamore Resort in Bolton Landing, New York from October 17-20, 2010 for a total cost of \$2,690. She noted this was mandated training for staff and the cost, including meals, was entirely covered by the WIC Program Grant.

Motion was made by Mr. Champagne, seconded by Mr. Loeb and carried unanimously to authorize attendance at the Conference as outlined. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Ms. Auer announced she had received notification from the New York State Department of Health (NYS DOH) that Warren County would receive \$50,000 for the Emergency Preparedness Program for the contract year August 10, 2010 through August 9, 2011. She advised that the Office of Homeland Security would administer the grant; however, she added, she would not submit a request for a resolution to authorize the agreement until the contract was received. She noted a report on monthly Emergency Preparedness activities was included in the agenda packet.

Mr. Auer requested to amend the contract with Delta Health Technologies to include the license to capture electronic signatures in the Point of Care Electronic Medical Record at a fee of \$75.00 per month. She explained this was the next step to further automate the medical records by allowing patient signatures to be captured electronically at the time of the visit, as opposed to having the patient or patient representative sign a piece of paper for each visit. She added the fee would be paid from the data processing budget code, as opposed to the capital project.

Motion was made by Mr. Taylor, seconded by Mr. Thomas and carried unanimously to approve the request as presented. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 17, 2010 Board meeting.*

Pertaining to the Preschool provider issue, Ms. Auer reported there was no update pertaining to the County's request for payment of services which were not provided; however, she continued, the facility was no longer in business and a letter had been sent to the facility terminating their contract with Warren County. She requested that the item be removed from the pending items list and stated she would update the Committee if there were further developments.

Tawn Driscoll, Fiscal Manager, stated a Report of Expenditures, Revenues, Overtime and Per Diem Usage was included in the agenda packet. She reported that \$1,098,970 had been accrued as revenue for Preschool services billed to the State. She added no Preschool funds

had been received from the State thus far this year; however, she added, the 2009 Preschool funds totaling approximately \$2 million had been received in October 2009. Ms. Auer reported notification was received as of August 26, 2010 that Medicaid billing could now be completed for Preschool Speech Services. Ms. Driscoll pointed out a payroll comparison of 2009 versus 2010 was included in the agenda packet.

Ms. Auer stated a report on the Rabies Program was included in the agenda packet. Mr. McDevitt questioned if Washington County had recently reported an incident involving ferrets and Ms. Auer replied the incident had involved lemurs. Ms. Auer said in Warren County there was an incident with a fox that attacked a resident in Horicon (Brant Lake) which had tested positive for rabies. Mr. Loeb asked if there had been any rabid bats reported and Ms. Auer replied in the negative.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Loeb and seconded by Mr. Taylor, Mr. Sokol adjourned the meeting at 10:16 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist

